Central Instrumentation Center (CIC) Facility

Usage Policy
V1.0

UPES

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Introduction:

Central Instrumentation Center (CIC) was established in February 2014 and is located in the premised of UPES in 9th Block, 9007 & 9008. All students, researchers and faculty members from various departments of the university are free to avail the services of CIC as per the guidelines laid by the committee of the CIC. These guidelines are regularly reviewed from time to time. While outside users from industries, research & development organizations and other educational institutions can be allowed to avail this facility with permission as per guidelines. Performance of the instrumentation is ensured by timely maintenance, routine service, monitoring by staff and responsible usage. The facility is staged by highly trained professionals who provide training, research consultation and assistance.

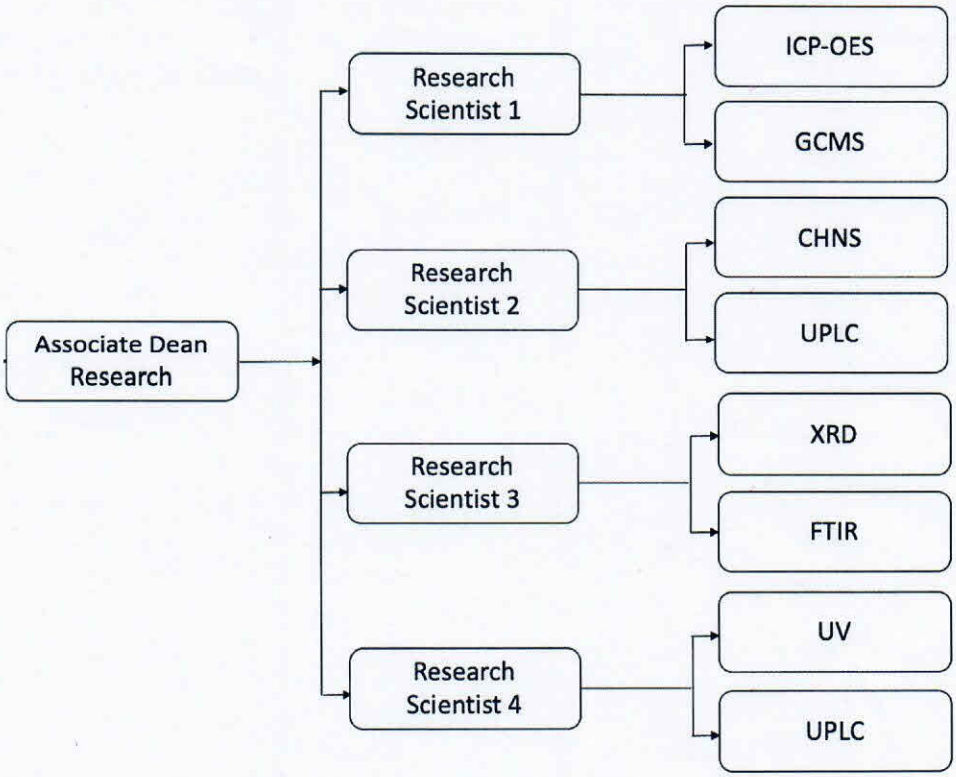
Mission:

Our mission is to facilitate research and innovation to academic, industry and national laboratory partners through support and access to advanced instrumentation, training, expertise and analysis.

Objectives:

- Carryout the analysis of samples received from various stakeholders.
- To conduct customized courses/workshops/training
- To provide hands on experience to students as on when required.

Organogram:



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Sample Analysis Request:

User should submit analysis request for each instrument they wish to use through the link on the R&D website. The request includes contact and accounting information and are the first step to block a slot for analyzing the sample using the CIC instruments.
The samples will be analyzed on first come first serve basis along with the availability of the technician and instrument functionality. UPES holds the right to discard any sample which are unfit for analysis.
Any samples received without requisition through the form from R&D website will not be entertained. Analysis of any sample will be carried out post verification of respective fee payment from the finance department.

Rates and Fees:

As per organizational terms and conditions. Refer Annexure 1

1. User should provide the article where the results/reports of the analysis are used.
2. User should acknowledge the facility in their manuscript and are required to provide the copy of the manuscript to the lab in charge post publication.

Failing to adhere the above points the respective UPES member is liable to pay the corresponding fee for the samples used.

Instrument Training and Certification:

Any individual seeking for training and certification on a specific instrument can raise a request through the form in R&D website.

- Training time slot will be communicated by UPES
- Training will be provided only in the working days of UPES
- At the end of the session a training certificate will be provided to the individual

Use of Facility for Outreach Events:

The CIC is an important resource of UPES. Tours and demonstration for academic units, colleges and other organizations should be coordinated through the Head R&D. The CIC staff may be available to assist during the visit.

Acknowledgements:

- When publishing the results obtained from the CIC, CIC strongly recommends the user to acknowledge the facility
  "Authors gratefully acknowledge the support of Central Instrumentation Center of UPES"
- Authors should share the links to the publications, articles of the work done in CIC for showcasing them in different platforms.

Approved By:

Dr. Jitendra K Pandey Associate Dean Research	Dr. Kamal Bansal Dean – Academic Development and Innovation	Dr. Veena Dutta Registrar	Dr. Deependra K Jha Vice Chancellor

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Annexure 1

Following below are the rates for consultancy services of CIC instruments on per sample basis

INSTRUMENT	RATE (per sample)	Qty Required
FT-IR	INR 1000/-	10 mg
GC For method development	INR 2000/- INR 2500/-	150 mg
GCMS	INR 3500/-	100 mg
GCMS: Additional charge for head space analysis per sample	INR 3500/- + INR 1500/-	100 mg
GCMS: Additional charge for Method Development	INR 3500/- + INR 2500/-	100 mg
CHNS/Oxygen Estimation	INR 2500/-	7 mg
ICP-OES (for 3 elements) For each additional element	INR 3000/- INR 500/-	2gm/10ml
UV-VIS	INR 800/-	15 ml
DLS	INR 1200/-	15ml
XRD	INR 2500/-	300mg (25mg with supporting material)
Contact Angle	INR 200/-	
AFM	INR 3000/-	30mg
Photo Luminescence Spectrometer	INR 500/-	50 ml
Thermomechanical Analysis (TMA)	INR 1000/-	
UPLC: Qualitative Analysis	INR 1200/-	100 mg
UPLC: Quantitative Analysis	INR 2500/-	100 mg
Physical parameters (Temp. ,Cond. ,Turbidity, pH & DO)	INR 500/-	50ml
Rheometer	INR	1gm for solids/1ml for jel/50ml for liquid
BOD	INR 800/-	1 ltr

- Reports will be sent via email
- Additional GST as per norms